



# Running an Endurance Ride

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## Introduction

This document is designed to help anyone within a Branch or Centre hold a small Endurance ride. The principal of Endurance riding is to cover a given distance in a given time, following maps and markers – using skill to bring the horse home in the best possible condition. It is a great way to help children experience the countryside with their pony and use skills learnt in rallies and stable management sessions. The Pony Club Endurance Rulebook is a useful reference and also has an FAQ section, which may also be of use, in addition to this document.

## Venue

The venue for an Endurance ride is, to a great extent, likely to be determined by the availability of suitable routes in the immediate vicinity (*see guidelines on routes*). The facilities there can, however, be very basic.

### Essential:

1. A safe, flat area which can be used for the pre and post ride trot ups. This is usually conducted on grass. You may wish to rope this area off.
2. A safe exit and entry to the venue for riders, which is ideally not the same as that for vehicles.
3. The ability to start the route at, or in very close proximity to, the venue.
4. Appropriate space and ground conditions for parking lorries and trailers.
5. First Aid – Please see the current Health and Safety Rulebook **and** the Endurance Rulebook for First Aid requirements.

### Optional:

6. A water supply is highly desirable, preferably a tap so that competitors can fill buckets easily for cooling their ponies down after the ride. If you do not have a water supply at the venue, you should advise competitors of this in the ride details so that they can bring their own.
7. Toilet facilities – a portaloo is quite acceptable.
8. Refreshment facilities – such as a burger van or similar. The busiest time for this tends to be once the riders return and their final vetting has been completed. For the most part, there are fewer spectators at the venue during the middle of the class than at other equestrian events. This means that even at well supported rides the takings are limited, and you may want to advise the supplier of this.
9. Photography – a photographer must be out on the course, rather than stationed at the venue. It may be an idea to approach your local Endurance GB group to ask for recommendations, as they may already have photographers that work similar events.

## Personnel Required

- Secretary
- Vet (and possibly vet's writer/steward)
  - Pony Club rules allow for the "vet" to be any suitable nominated Official. Heart rate monitors may be used instead of stethoscopes.
- Checkpoint Stewards
  - Number depending on the length and/or type of route. The Health and Safety check will most probably indicate the best locations for these (i.e. busy road crossings, narrow bridges, difficult gates etc.)
- Start/Finish Steward
- Timekeeper
- Pre-ride Route Markers
- Volunteers!

## Equipment

- Rider numbers – fluorescent bibs are the best type, but any sort of cross country bib is suitable. Card show numbers are less easily seen by the checkpoint stewards and so are not recommended.
- 2 x accurate clocks – one for start and finish times and the other for vetting in times at the end. The digital radio controlled type is most suitable and will avoid differences occurring between separate locations.
- Clipboards – for checkpoint stewards and vet(s).
- Mobile phones – or other reliable means of communication with checkpoints/stewards.
- Route markers – non-permanent spray grass marker paint, arrow signs or fluorescent ribbon is suitable.
- Rider MasterCards – it is advisable to have a stock, in case Members turn up without one. This is especially true of those new to Endurance riding.
- Calculator – for working out results.
- Stickers – these should have the Secretary's contact details on, in case of emergency. There should be two stickers allocated to each horse/rider combination.
- Cones/tape/temporary posting – to mark out the trot-up and vetting areas.
- Route maps – these should ideally be A4. It is essential to have one route map per rider, plus plenty of spares for Officials/Crews etc.
- Vet sheets
- Rosettes and awards

## Who can participate?

Anyone with a sound horse/pony can participate in Pony Club Endurance. However, rules state that:

- All Members and Associates, of the age 5 or older are eligible to compete in Pony Club Endurance Rides.
- Senior Members are classed as aged 13 or above and Junior Members are classed as under 13 on the 1<sup>st</sup> January of the current year. (*Please see the current rules for clarification on adult supervision*).

Whilst Pony Club Endurance rides are aimed primarily at Members aged 8 years and over, the Level 1 & 2 training rides (also known as Robin/Merlin) offer a short “taster” class to younger Members or those with novice horses. There is no minimum speed requirement at Levels 1 & 2, so even those on the lead rein with walking adult escorts can take part and gain awards for completion. Level 1 distances are up to 10km, and Level 2 routes are between 10-19km. Level 2 routes are generally not advised for those still on the lead rein.

## Adult Supervision

**Taken from Rule 7 of The Pony Club Endurance Rulebook 2013 (p.9):**

*“With the exception of Levels 1 & 2 (when supervisors may be dismounted), all children under the age of 13 must be escorted by a mounted adult – with a maximum of two children to one adult. It is not necessary for an accompanying adult to pay an entry fee at Pony Club run rides. However, accompanying adults may be asked to pay an entry fee at rides run by other organisations. At the Championships, all children 13 years and over must compete without adult assistance.”*

	Level 1	Level 2	Level 3	Level 4	Level 5
Senior Members (13+)	At the Championships, Members must ride without any adult escort. However, in training or pleasure rides, Members may be accompanied by a mounted adult.				
Junior Members (under 13)	Riders must be supervised by an adult at all times	Riders must be supervised by an adult at all times	Members must be escorted by a mounted adult at all times	Members must be escorted by a mounted adult at all times	Members must be escorted by a mounted adult at all times

## Routes

*(Please see the current Endurance Rulebook on distances for the different ride levels)*

Level 1 & 2 rides can often be organised around a farm or equestrian centre's land. This offers a very simple way for Branches and Centres to offer low level training rides, initially. These training rides could even be included as part of the activities at camp.

It is near impossible to create a ride of 16km or more, without entailing some degree of roadwork. However, it is obviously desirable to keep roadwork to a minimum and to avoid major roads, if at all possible. It is best for the route to offer at least some areas where riders can safely canter, and circular/lopped routes are preferable to those that are linear.

It is imperative that the Organiser considers the number (and difficulty) of gates on the route, as having too many will significantly slow the riders down, and put pressure on to attain the minimum speed. Should you have more than one or two gates en route, then consider whether it is possible for them to be manned or tied open. Other common hazards to take into account are poor surfaces, barbed wire fences, overgrown tracks, bridges, drainage ditches and stock fields.

For longer rides (Level 4/Osprey upwards), it is important to think about places which are good for rider crews to use and if there are any places where crewing would not be advisable. These can be marked on the route map for riders' information.

For ease of administration, it is sensible to have the route start and finish at the same point – either at, or very close to, the venue. It also makes things simpler in terms of manpower and organisation if the routes overlap to some extent (e.g. a 16km route could use most of the 8km route as part of it). However, it is not desirable to simply ride round and round the same short stretch of bridleway – this gets very tedious and riders tend to bunch up. To illustrate – Whaddon Chase ran their first rides using a single 10km route around the outside of a lake. This was then extended to 18km by adding an extra loop at the south end. Creating a 36km route entailed adding a further 18km loop to the north of the lake but this also enabled a 28km route to be run using the 18km north loop and the original 10km lakeside loop. Current ride schedules offer all four ride lengths.

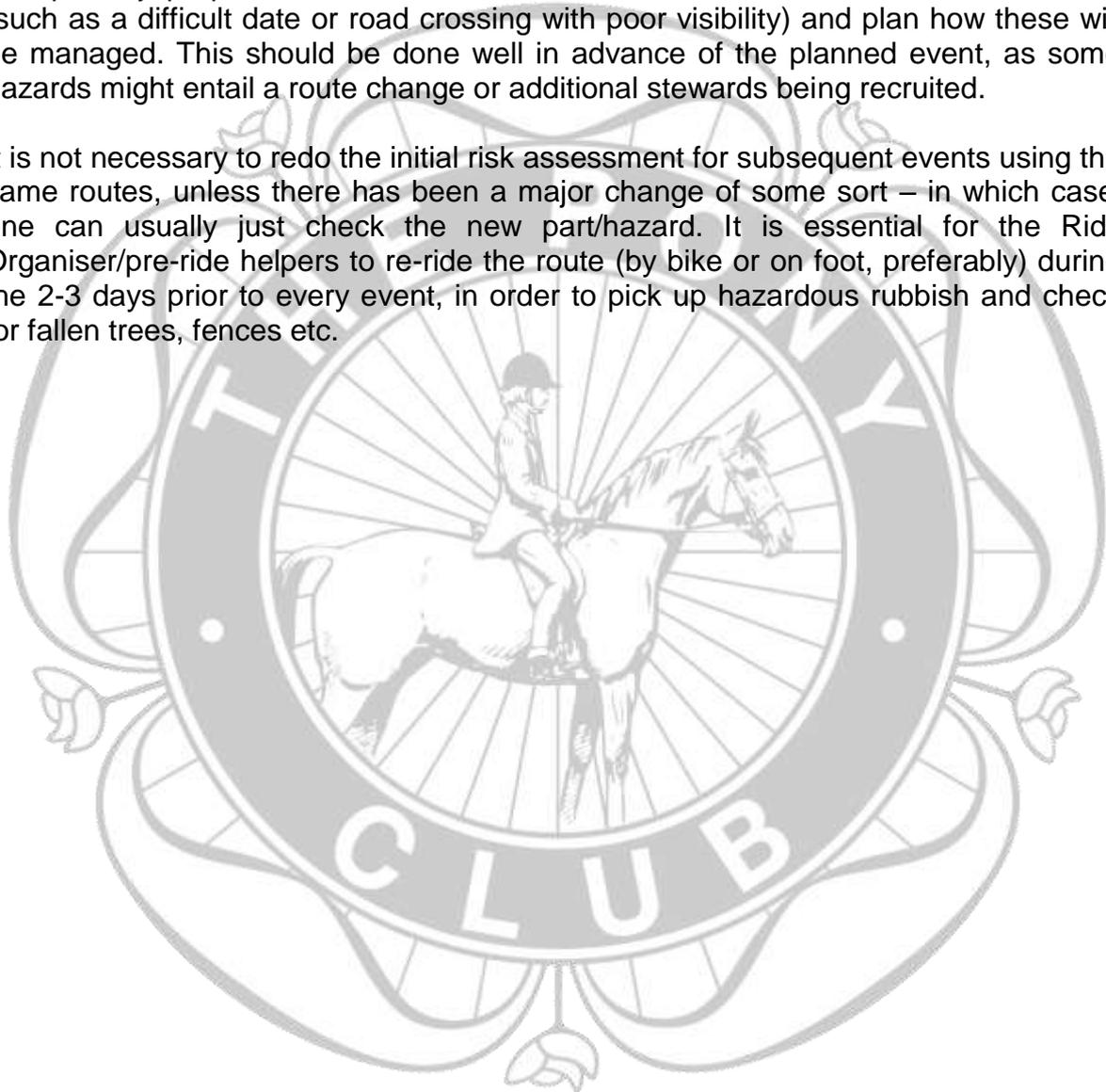
It is possible that your local Endurance GB group will have suggestions for routes and venues which you can use. It is also usually possible to make use of private permit only bridleway sections (e.g. TROT routes) by negotiation – although this will usually entail a fee being paid by each rider. When you have found a possible route the first task is to measure it out on the OS map – 1:50,000 is adequate but 1:25,000 can be useful if you are not familiar with the area yourself.

## Risk Assessment

Once you have routes of suitable distances planned it is necessary to ride or walk them in order to establish the suitability and safety of the ride. This should be done initially by both the Ride Organiser and the Branch/Centre Risk Assessment Officer. Unfortunately, the nature of this type of event means that it is not practical to do this by car – as large sections of the route will not be accessible and could look very different from a rider's perspective.

The primary purpose of the risk assessment is to check for unforeseen hazards (such as a difficult date or road crossing with poor visibility) and plan how these will be managed. This should be done well in advance of the planned event, as some hazards might entail a route change or additional stewards being recruited.

It is not necessary to redo the initial risk assessment for subsequent events using the same routes, unless there has been a major change of some sort – in which case, one can usually just check the new part/hazard. It is essential for the Ride Organiser/pre-ride helpers to re-ride the route (by bike or on foot, preferably) during the 2-3 days prior to every event, in order to pick up hazardous rubbish and check for fallen trees, fences etc.



## Checkpoints

These are points on the route which will be stewarded. They have three main functions:

1. They allow you to keep track of where competitors are around the route
2. They help ensure that the riders take the full, correct route
3. Provide manpower/supervision at points along the route which present a particular hazard (e.g. a narrow bridge or difficult road crossing)

Stewards at the checkpoints should record the number of each rider as they pass, and are allowed to offer basic help such as telling the rider which way to leave the checkpoint and providing water. In addition, it may be appropriate for the Steward to offer further assistance – such as calling the venue for help with a lame pony etc. For this reason it is advisable to have Stewards equipped with some means of communicating quickly with the Ride Secretary or other designated official at the venue. It may be a valuable exercise to test the mobile phone signal in the checkpoints, as you do not want to find that you cannot easily contact checkpoint Stewards on the day.

When deciding where to place checkpoints around the route, you should aim to have one for approximately every 8km – although even a very short ride should ideally have one at the furthest point from the venue.

Checkpoint Stewards should be issued with a list of all the competitors who are expected to pass their checkpoint. You may wish to laminate competitor lists in case of bad weather and provide the Steward with a permanent marker. They should mark off competitor's times as they pass and return the sheet to the Ride Secretary at the end of the event for information. A simple printed Job Description can also be helpful for the inexperienced Stewards (*see examples in Appendices*). It is a good idea to have the checkpoints contact the Ride Secretary periodically to let the venue know which riders have passed them – this helps keep track of riders and means that awards can be given out to early finishers, before the Steward's Lists are returned.

## Vetting

There is no requirement for ponies to be vetted at Level 1 & 2 Training rides, however it is good practice for both pony and rider. It also gives the opportunity to assess the pony's fitness and how well he has coped with the event. This can be as straightforward as a simple trot up in front of a reliable adult, to ensure soundness before and after the event.

For Level 3 (Kestrel) rides and above, a basic trot up is obligatory. For Championship Qualifier classes, the vetting must also include taking the pony's heart rate – as this is one of the factors used to determine Qualification. The vetting should be carried out prior to the rider setting out and within 30 minutes of completion. Failure to present to the vet at the correct time can result in disqualification – this is especially true of post-ride vetting, where an extended cool down period could significantly alter the result. However, queues can develop at the vet point and Organisers should take this into account before disqualifying a rider on this basis; riders should normally be deemed to have presented to the vet at the time they join the queue. *(It may be a good idea to have a clock at the vet point, for this reason).*

Horses should be trotted up in bridles, and are to be under control. They should not be saddled or have boots, bandages or hoof oil on. The trot up is over 20-30m and must be done with a loose rein. The vet should observe the trot up for signs of lameness. *(At an Endurance GB national ride, the vet may also pick up the feet, look into the mouth and examine the horse for signs of external injury and dehydration – this is not mandatory at Branch/Centre level).* Lameness either before or after the event is also a cause for disqualification.

At Branch/Centre rides, the “vet” can be any appropriate Pony Club Official and an electronic heart rate monitor can be used to determine the heart rate. These can be purchased for around £70.00. Veterinary students are also often willing to undertake this task for relatively little cost. For Branches/Centres who are running a ride in conjunction with an EGB/SERC/ILDRA training ride or similar, you should check whether a vetting is being offered and arrange for a Pony Club Official to be present if not. *(At EGB/SERC/ILDRA national rides qualified vets are always present and it is only necessary for Members to ensure that they do have their pony's heart rate recorded, as this is not standard practice in all classes).*

It is common for queues to develop at the vet at the start of an event. In order to minimise this, competitors should be issued with a vet time – gaps of 10 minutes between ride groups are usually sufficient. If entries exceed 30-40 however, you may wish to plan for more than one “vet” to be present. Alternatively, one can speed things up by not taking the heart rate of those ponies not entered in a Championship Qualifier class and/or not offering vetting to Level 1 & 2 entrants.

The vet will need a list of riders entered and their vet time. The list should allow them space to record their findings and make comments if require. In order to avoid delays at the results, it is advisable to have these findings passed regularly to the Ride Secretary. At Endurance GB rides, a specific “vet sheet” is used for each competitor – which may differ from those produced at Branch/Centre events. Vet sheets for Pony Club use are available to buy from The Pony Club Shop at 25 pence each

(these are non-carbonated pads, which duplicate information for the Secretary's convenience).

### **Vet Gates/Holds – optional for Level 5 (Eagle Rides)**

At the Open (Level 5) Pony Club Championships, the ride will have a midway vet gate or hold. The administration for this is slightly different from the finish vetting a, and as such, those running Eagle Qualifier classes may also wish to include a midway vet gate for continuity. Please note that this is not a requirement for a Qualifying class, just an opportunity for Members to practice.

The vet gate would normally be located about half way round the route. It may either be placed at the venue or at different location en route. All vet gates must have a first aider present and of course a “vet” and timekeeper. Crews will want to meet their riders at this point to help them – so it should be accessible and have sufficient parking. Ideally, the vet gate area will also have access to water – if not riders should be advised on the ride instructions so they can bring their own.

Riders entering the vet gate are given a card which has the time at which they arrived on it. They then have a maximum of 20 minutes to present to the vet. However, during this time, their ride clock does not stop ticking (i.e. if they take the full 20 minutes to present, that time is added to their ride time). The best technique, therefore, is for riders to present as quickly as possible. If they fail the first vet they can represent after a minimum of 10 minutes, **providing that this still falls within the initial 20 minute period.**

The vetting procedure is identical to that described above for a finish vetting, however it is only necessary for the heart rate to be 64bpm or below, and the pony to be sound on trot up in order for them to pass. Riders who fail the vet at this point may not continue and are eliminated. Once the vetting is passed, the ride clock stops and the hold time of 30 minutes begins. This is an ideal time for both horse and rider to be offered water and food.

The timekeeper should ensure that the rider starts on time at the end of the 30 minute hold. If the rider is not ready to start on time the ride clock is started anyway, and the time is added to the time taken.

## Other pre-ride checks

At Endurance GB/SERC/ILDRA national rides it is common to have a farrier present to check the ponies feet prior to the ride. This is not mandatory for a Branch/Centre level ride, but a farrier will be present at The Pony Club Endurance Championships. Those organising Regional Qualifiers are required to have farriers present, also.

Tack and clothing rules are a little different for Pony Club Members, as compared to EGB/SERC/ILDRA rules. Branches/Centres may wish to have a tack checker present, in order to ensure that the rules of The Pony Club are adhered to. As a minimum, for insurance purposes, the starter should be instructed to check that every Member is riding in a tagged hat before allowing them to start. It is advisable for the Starter and Tack Checker both have a copy of the current Health and Safety Rulebook, to hand.



## Paperwork and Administration

- **Maps** – these should be posted to the riders with venue and vet time details at least a few days prior to the event, so that they can plan their ride. Routes should be clearly marked on the map, which is usually a colour photocopy of a 1:50,000 OS map of the area. It is good practice to indicate which OS map is being used, as some competitors prefer to use the original map. Where a non-OS map has to be used, then either the scale should be indicated or the distances between certain landmarks/checkpoints etc. should be given. Any last minute route changes or information about new hazards should be posted on a copy of the map, at the Ride Secretary's tent, on the day.
- **Ride talk round** – this is a written description of the route. It is not necessary to provide one, but if you are very familiar with the route it can offer an extra support to novice riders who are a little unsure of their map reading skills.
- **Vet sheets** – pre-printed sheets for each pony/rider combination that records all the details of the pair, and acts a performance record on the day. Official Pony Club Endurance vet sheets are now available from [The Pony Club Shop](#).
- **Route permissions** – if your route is using public bridleways or crossing land owners land, then it is appropriate to let them know what you are planning and ensure that there are no unforeseen difficulties related to particular dates or stretches of bridleway. If your route crosses major roads then the police should also be informed.
- **Emergency contact stickers** – riders should be issued with 2 stickers when they check in with the Ride Secretary. These should carry the contact of the Ride Secretary or other Official who should be contacted in an emergency. One is affixed to the rider, and the other to the horse, in case of separation. All riders should carry a mobile phone with them – it is advisable that they give you their mobile number, so that you can make contact if needed.
- **Vet times** – the initial vet time should be issued to the rider prior to the event. It is not necessary to advise a specific start time, but this would usually be expected to be within 30 minutes of the vetting. Intervals of 10 minutes between ride groups for vet times are usually sufficient.
- **Start times** – except in the case of entrants who are not being vetted. It is simpler if these are not fixed but it does make sense to start competitors in the longest rides first. This can be done by issuing them with the earliest vet times. The Start Steward should be advised not to start riders too close together, or they will tend to bunch up. Gaps of no less than 5 minutes between ride groups are advisable. It is essential that the Start Steward accurately records the actual start and finish time of each rider, but at Branch/Centre level, simply ensuring that the same watch or clock is used for the whole event is sufficient.
- **Route marking** – this should be done with temporary grass spray paint, arrow signs or tapes. Paint or arrows are much easier for the riders to follow as you can indicate direction. Paint is less likely to be moved by accident. Printed signs can also be helpful at points where several routes converge, to ensure that riders take the correct turn. In general, it is only necessary to mark

changes of direction or places where riders might get confused. Arrows every so often, even along a straight section, are very reassuring to competitors.

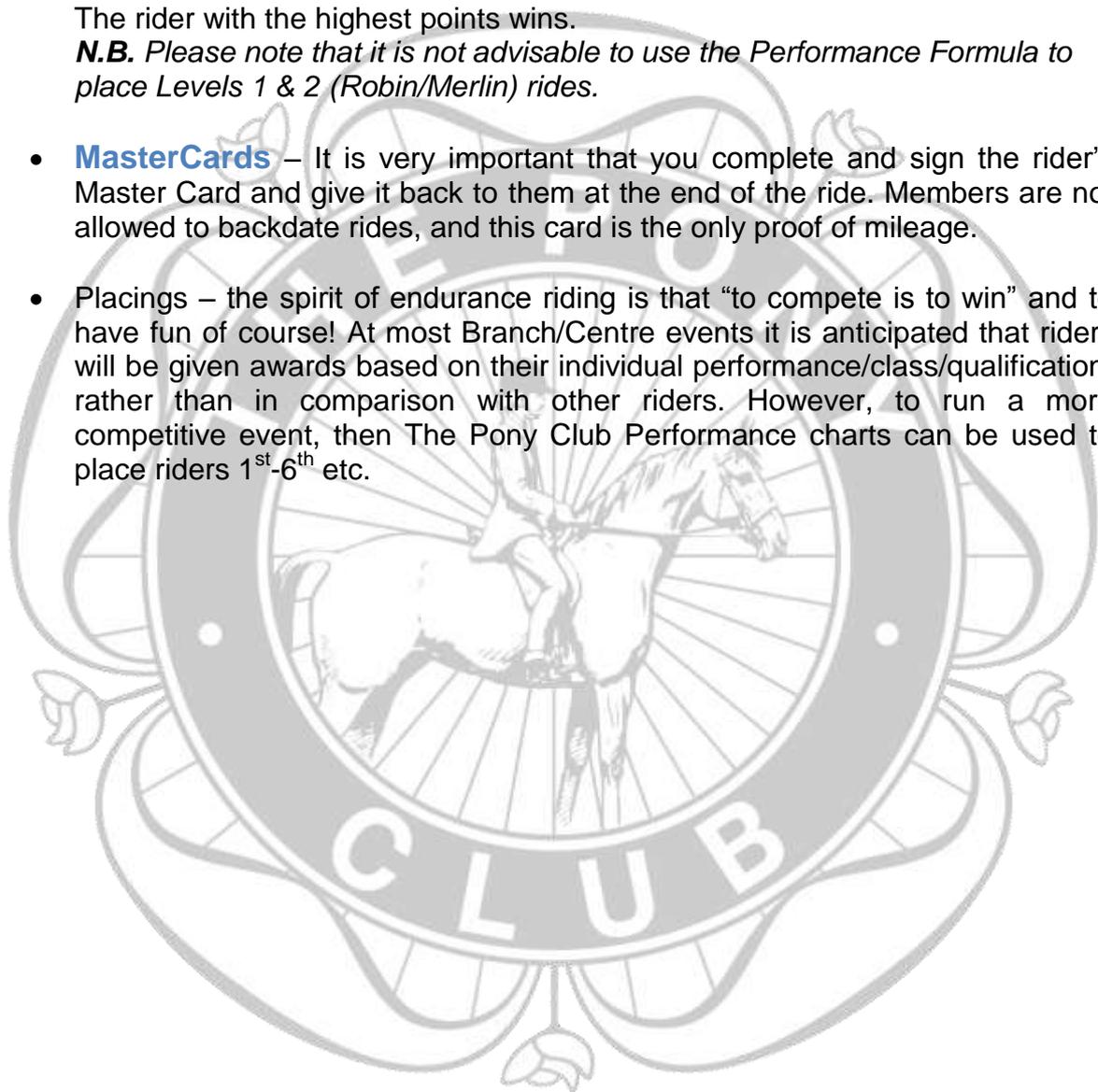
- **Working out ride speeds** – use the formula (speed = distance/time) to work out competitors' ride speeds. Results are to be achieved by using The Pony Club Performance Formula, as below:

$$\text{POINTS} = \frac{(2 \times \text{Speed} - 8) \times 100}{\text{Heart Rate}}$$

The rider with the highest points wins.

**N.B.** Please note that it is not advisable to use the Performance Formula to place Levels 1 & 2 (Robin/Merlin) rides.

- **MasterCards** – It is very important that you complete and sign the rider's Master Card and give it back to them at the end of the ride. Members are not allowed to backdate rides, and this card is the only proof of mileage.
- **Placings** – the spirit of endurance riding is that “to compete is to win” and to have fun of course! At most Branch/Centre events it is anticipated that riders will be given awards based on their individual performance/class/qualification, rather than in comparison with other riders. However, to run a more competitive event, then The Pony Club Performance charts can be used to place riders 1<sup>st</sup>-6<sup>th</sup> etc.



## MasterCards

Each competitor has to be issued with a ride record card the first time they compete. This is their MasterCard and forms the only acceptable record of their endurance riding achievements. It is therefore a very important document, which it is the rider's responsibility to hand to the Ride Secretary. The Ride Secretary should complete and validate the card each time they compete.

Official Pony Club MasterCards can be obtained free of charge from [The Endurance Secretary](#) at The Pony Club Head Quarters. Ride Secretaries are advised to keep a small stock on hand for first time riders or those who forget to bring a card along.

It is good practice to ask competitors to hand in their card to the Ride Secretary when they collect their number at the start of the ride. Riders should also be asked to complete the details of the competition and class prior to handing in their card – as this will be expected at any other national/regional rides that they attend.

## Awards

The overriding message of endurance riding has always been that to complete is to win. Therefore all competitors, at all levels, should receive a ride rosette on successful completion.

The Pony Club completion rosettes (Robin, Merlin, Kestrel, Osprey and Eagle) are all available from The Pony Club Head Quarters. Should you wish to give placing or separate awards to those achieving a qualification for the Championships, in addition, these are to be funded by your Branch/Centre.

## Mileage Badges

To be sewn on the arm of the Members sweatshirt. For Members/Associates accomplishing accumulative distances of 100 km, 250 km, 500 km, 1000 km and every 1000 km thereafter. Available from The Pony Club Headquarters at a cost of £1.00 each. A copy of the mastercard/s should be submitted to prove distance ridden.

N.B. distance applies to rider and can therefore be accumulated on more than one pony. Members achieving these levels will be included on The Pony Club Endurance Role of Honour and on the website.

## Appendix A – Sample job descriptions for Stewards and Officials

### Checkpoint Stewards

Your role is to check that each person on the ride passes your checkpoint safely, and to notify the Steward at the Start.

The positions of the checkpoints have been chosen because there is some minor hazard – bridges for two and a road crossing for the third (*insert reason here*). Should any rider have a problem negotiating these hazards, please feel free to lend a hand. The point of the ride is for riders to learn to navigate, and to pace themselves and their ponies. As such, outside assistance in the interests of safety, is permissible. Should your checkpoint have gates, opening them for riders is generally appreciated!

Should any horse/rider need more specialist assistance, please inform Control.

### Notification of rider progress

Each Steward will need to have a mobile phone and know how to send text messages. The phone number of the Control Point (07xxxxxxx) needs to be programmed into your phone. Likewise, it is advisable that your phone number is programmed into the Control Point phone as CP1, CP2 or CP3 as required.

All riders will be wearing a number bib, but may not pass you in sequential order, as the different classes have different routes. To notify the Control Point, simply type the rider numbers in a text message and send. *E.g. "1 2 3" would equal riders 1 to 3 have passed through your checkpoint.*

You will receive a list of ride entries, which you will use to check off the riders passing your point. Once all riders have passed you, please notify Control, and then you are free to return to the Start.

The target time for the \_\_\_km ride is between \_\_\_ and \_\_\_ minutes. It is approximately double this for the \_\_\_km ride.

**Many thanks for your assistance in making this a safe and enjoyable event.**

## Start/Finish Steward

There are two distinct types of class at this event. Classes 1 (Level 1/Robin) and 2 (Level 2/Merlin) do not require the pony to be vetted prior to starting – these riders are allocated a start time. *(However, they may request the heart rate of the pony be taken for training and information purposes).* Classes 3-5 (Levels 3-5/Kestrel-Eagle) require the pony to be vetted first and, as such, the riders are allocated a VET time instead, and are asked to start within 30 minutes of vetting.

An important part of the Starter's job is to manage and record the actual start times for ride groups. Riders will usually start in small groups, which are already arranged and indicated on the listing. Groups should have at least 5 minutes between them, and will be expected to wait if more than one group arrives at the Start at the same time.

Official finish times should be clearly stated to each rider in Classes 3-5, as they are required to present to the Vet within 30 minutes of this times. There should be a pair of linked clocks to use for official times. As ride groups do sometimes split once they get back to the venue, please try to make sure that every rider in a group is aware of their finish time.

Your decision as Starter is final, in terms of managing the ride groups. You should aim to relay finish times to the Control Point as quickly as possible, so that early finishers can have their awards before the end of the event.

**Many thanks for your assistance in making this a safe and enjoyable event.**

## Vet/Vet Steward

There are two distinct types of class at this event. Classes 1 (Level 1/Robin) and 2 (Level 2/Merlin) do not require the pony to be vetted prior to starting – these riders are allocated a start time. *(However, they may request the heart rate of the pony be taken for training and information purposes)*. Classes 3-5 (Levels 3-5/Kestrel-Eagle) require the pony to be vetted first and, as such, the riders are allocated a VET time instead, and are asked to start within 30 minutes of vetting.

Entrants in Classes 3-5 are allocated a single vet time per ride group, in slots of 10 minutes. Riders should attempt to vet as close to the allocated time as is possible – managing the queue to this effect is one of the Vet Stewards most important tasks. In the event of a large queue forming, \_\_\_\_\_ can be asked to provide extra assistance.

At the Start, all riders in these classes should hand the Steward/Vet a partially completed “Competitive Ride Vet Sheet” *(as can be viewed on the Endurance pages of The Pony Club website)*. Should the rider and horse information sections still be blank, the rider should be asked to go away and complete this!

The Vet will fill in the starting heart rate and pass/fail on the trot up. Failure would be a heart rate in excess of 64 beats per minute (bpm) and/or obvious lameness. In the event of possible failure, the Vet should ask for a second opinion from the second Vet or the Ride Organiser.

The Vet may ask the Steward to write the Vet Sheet for them, in order to keep their hands free.

The Vet/Steward should retain all vet sheets after the horse has vetted.

At the end of the ride, all competitors should vet within 30 minutes of finishing the ride. Failure to do so leads to elimination, so it is vital that the final vetting time is recorded on the vet sheet. In the event of a long queue, forming the final vet time should be taken to be the time at which the competitor joined the queue. The Steward should check competitors in and ensure that the time is correctly noted on the sheet.

The final vetting is identical to the start vetting. Horses with a finishing heart rate of over 64bpm should be held for 10-15 minutes and rechecked to ensure that the heart rate is returning to normal.

Once the final vetting is complete, the vet sheets should be returned to the Ride Secretary ASAP, so that awards can be worked out.

Riders in Classes 1-2 are not usually vetted but may ask for one to be done for training purposes or personal information. This is allowed, provided that there is not a queue at the time. These riders may not have a vet sheet.

## Appendix B – Speed/time matrix for rides up to 50km

		Kilometres per hour (kmph)							
		8	9	10	11	12	13	14	15
Ride Distance (kms)	1	7 mins	6 mins	6 mins	5 mins	5 mins	4 mins	4 mins	4 mins
	2	15 mins	13 mins	12 mins	10 mins	10 mins	9 mins	8 mins	8 mins
	3	22 mins	20 mins	18 mins	16 mins	15 mins	13 mins	12 mins	12 mins
	4	30 mins	26 mins	24 mins	21 mins	20 mins	18 mins	17 mins	16 mins
	5	37 mins	33 mins	30 mins	27 mins	25 mins	23 mins	21 mins	20 mins
	6	45 mins	40 mins	36 mins	32 mins	30 mins	27 mins	25 mins	24 mins
	7	52 mins	46 mins	42 mins	38 mins	35 mins	32 mins	30 mins	28 mins
	8	1 hr	53 mins	48 mins	43 mins	40 mins	36 mins	34 mins	32 mins
	9	1 hr 7 mins	1 hr	54 mins	49 mins	45 mins	41 mins	38 mins	36 mins
	10	1 hr 15 mins	1 hr 6 mins	1 hr	54 mins	50 mins	46 mins	42 mins	40 mins
	11	1 hr 22 mins	1 hr 13 mins	1 hr 6 mins	1 hr	55 mins	50 mins	47 mins	44 mins
	12	1 hr 30 mins	1 hr 20 mins	1 hr 12 mins	1 hr 5 mins	1 hr	55 mins	51 mins	48 mins
	13	1 hr 37 mins	1 hr 26 mins	1 hr 18 mins	1 hr 10 mins	1 hr 5 mins	1 hr	55 mins	52 mins
	14	1 hr 45 mins	1 hr 33 mins	1 hr 24 mins	1 hr 16 mins	1 hr 10 mins	1 hr 4 mins	1 hr	56 mins
	15	1 hr 52 mins	1 hr 40 mins	1 hr 30 mins	1 hr 21 mins	1 hr 20 mins	1 hr 9 mins	1 hr 4 mins	1 hr
	16	2 hrs	1 hr 46 mins	1 hr 36 mins	1 hr 27 mins	1 hr 25 mins	1 hr 13 mins	1 hr 8 mins	1 hr 4 mins
	17	2 hrs 7 mins	1 hr 53 mins	1 hr 42 mins	1 hr 32 mins	1 hr 30 mins	1 hr 18 mins	1 hr 12 mins	1 hr 8 mins
	18	2 hrs 15 mins	2 hrs	1 hr 48 mins	1 hr 38 mins	1 hr 35 mins	1 hr 23 mins	1 hr 17 mins	1 hr 12 mins
	19	2 hrs 22 mins	2 hrs 6 mins	1 hr 54 mins	1 hr 43 mins	1 hr 40 mins	1 hr 27 mins	1 hr 21 mins	1 hr 16 mins
	20	2 hrs 30 mins	2 hrs 13 mins	2 hrs	1 hr 49 mins	1 hr 45 mins	1 hr 32 mins	1 hr 25 mins	1 hr 20 mins
	21	2 hrs 37 mins	2 hrs 20 mins	2 hrs 6 mins	1 hr 54 mins	1 hr 50 mins	1 hr 36 mins	1 hr 30 mins	1 hr 24 mins
	22	2 hrs 45 mins	2 hrs 26 mins	2 hrs 12 mins	2 hrs	1 hr 55 mins	1 hr 41 mins	1 hr 34 mins	1 hr 28 mins
	23	2 hrs 52 mins	2 hrs 33 mins	2 hrs 18 mins	2 hrs 5 mins	2 hrs	1 hr 46 mins	1 hr 38 mins	1 hr 32 mins
	24	3 hrs	2 hrs 40 mins	2 hrs 24 mins	2 hrs 10 mins	2 hrs 5 mins	1 hr 50 mins	1 hr 42 mins	1 hr 36 mins
	25	3 hrs 7 mins	2 hrs 46 mins	2 hrs 30 mins	2 hrs 16 mins	2 hrs 10 mins	1 hr 55 mins	1 hr 47 mins	1 hr 40 mins
	26	3 hrs 15 mins	2 hrs 53 mins	2 hrs 36 mins	2 hrs 21 mins	2 hrs 15 mins	2 hrs	1 hr 51 mins	1 hr 44 mins
	27	3 hrs 22 mins	3 hrs	2 hrs 42 mins	2 hrs 27 mins	2 hrs 20 mins	2 hrs 4 mins	1 hr 55 mins	1 hr 48 mins
	28	3 hrs 30 mins	3 hrs 6 mins	2 hrs 48 mins	2 hrs 32 mins	2 hrs 25 mins	2 hrs 9 mins	2 hrs	1 hr 52 mins
	29	3 hrs 37 mins	3 hrs 13 mins	2 hrs 54 mins	2 hrs 38 mins	2 hrs 30 mins	2 hrs 13 mins	2 hrs 4 mins	1 hr 56 mins
	30	3 hrs 45 mins	3 hrs 20 mins	3 hrs	2 hrs 43 mins	2 hrs 35 mins	2 hrs 18 mins	2 hrs 8 mins	2 hrs
	31	3 hrs 52 mins	3 hrs 26 mins	3 hrs 6 mins	2 hrs 49 mins	2 hrs 40 mins	2 hrs 23 mins	2 hrs 12 mins	2 hrs 4 mins
	32	4 hrs	3 hrs 33 mins	3 hrs 12 mins	2 hrs 54 mins	2 hrs 45 mins	2 hrs 27 mins	2 hrs 17 mins	2 hrs 8 mins
	33	4 hrs 7 mins	3 hrs 40 mins	3 hrs 18 mins	3 hrs	2 hrs 50 mins	2 hrs 32 mins	2 hrs 21 mins	2 hrs 12 mins
	34	4 hrs 15 mins	3 hrs 46 mins	3 hrs 24 mins	3 hrs 5 mins	2 hrs 55 mins	2 hrs 36 mins	2 hrs 25 mins	2 hrs 16 mins
	35	4 hrs 22 mins	3 hrs 53 mins	3 hrs 30 mins	3 hrs 10 mins	3 hrs	2 hrs 41 mins	2 hrs 30 mins	2 hrs 20 mins
	36	4 hrs 30 mins	4 hr	3 hrs 36 mins	3 hrs 16 mins	3 hrs 5 mins	2 hrs 46 mins	2 hrs 34 mins	2 hrs 24 mins
	37	4 hrs 37 mins	4 hrs 6 mins	3 hrs 42 mins	3 hrs 21 mins	3 hrs 10 mins	2 hrs 50 mins	2 hrs 38 mins	2 hrs 28 mins
	38	4 hrs 45 mins	4 hrs 13 mins	3 hrs 48 mins	3 hrs 27 mins	3 hrs 15 mins	2 hrs 55 mins	2 hrs 42 mins	2 hrs 32 mins
	39	4 hrs 52 mins	4 hrs 20 mins	3 hrs 54 mins	3 hrs 32 mins	3 hrs 20 mins	3 hrs	2 hrs 47 mins	2 hrs 36 mins
	40	5 hrs	4 hrs 26 mins	4 hrs	3 hrs 38 mins	3 hrs 25 mins	3 hrs 4 mins	2 hrs 51 mins	2 hrs 40 mins
	41	5 hrs 7 mins	4 hrs 33 mins	4 hrs 6 mins	3 hrs 43 mins	3 hrs 30 mins	3 hrs 9 mins	2 hrs 55 mins	2 hrs 44 mins
	42	5 hrs 15 mins	4 hrs 40 mins	4 hrs 12 mins	3 hrs 49 mins	3 hrs 35 mins	3 hrs 13 mins	3 hrs	2 hrs 48 mins
	43	5 hrs 22 mins	4 hrs 46 mins	4 hrs 18 mins	3 hrs 54 mins	3 hrs 40 mins	3 hrs 18 mins	3 hrs 4 mins	2 hrs 52 mins
	44	5 hrs 30 mins	4 hrs 53 mins	4 hrs 24 mins	4 hrs	3 hrs 45 mins	3 hrs 23 mins	3 hrs 8 mins	2 hrs 56 mins
	45	5 hrs 37 mins	5 hrs	4 hrs 30 mins	4 hrs 5 mins	3 hrs 50 mins	3 hrs 27 mins	3 hrs 12 mins	3 hrs
	46	5 hrs 45 mins	5 hrs 6 mins	4 hrs 36 mins	4 hrs 10 mins	3 hrs 55 mins	3 hrs 32 mins	3 hrs 17 mins	3 hrs 4 mins
	47	5 hrs 52 mins	5 hrs 13 mins	4 hrs 42 mins	4 hrs 16 mins	4 hrs	3 hrs 36 mins	3 hrs 21 mins	3 hrs 8 mins
	48	6 hrs	5 hrs 20 mins	4 hrs 48 mins	4 hrs 21 mins	4 hrs 5 mins	3 hrs 41 mins	3 hrs 25 mins	3 hrs 12 mins
	49	6 hrs 7 mins	5 hrs 26 mins	4 hrs 54 mins	4 hrs 27 mins	4 hrs 10 mins	3 hrs 46 mins	3 hrs 30 mins	3 hrs 16 mins
	50	6 hrs 15 mins	5 hrs 33 mins	5 hrs	4 hrs 32 mins	4 hrs 15 mins	3 hrs 50 mins	3 hrs 34 mins	3 hrs 20 mins

## Appendix C – Ride Organiser’s Checklist

- 1) Route
  - a) Map
  - b) Notify authorities etc. as needed
  - c) Trim overhanging branches, clear obstructions etc.
  - d) Mark out with spray/tape/markers
  - e) Venue Signs
  - f) Send out instructions for competitors (Routes maps, directions, schedules etc.)
- 2) Announce dates (opening/closing for entries, also for competitor’s information pack)
- 3) Collate and process entry forms
- 4) Produce list of entrants
- 5) Logistics sheet (who is doing what on the day?)
- 6) Produce the “talk-round”
- 7) Health & Safety
  - a) Low hanging branches
  - b) Impassable gates
  - c) Livestock
  - d) Building sites
  - e) Road crossings
  - f) Copy of The Pony Club insurance
  - g) Signage to pin up
- 8) Team
  - a) Ride Secretary
  - b) Health & Safety Officer
  - c) First Aider (at venue and vet gate)
  - d) Stewards
  - e) Starter
  - f) Finisher
  - g) Vet (or “Appointed Person”)
  - h) Vet Steward
  - i) Route Markers
- 9) Checkpoint Stewards’ organisation
  - a) At least one checkpoint for every ride
  - b) Stewards’ instructions
  - c) Rider list
  - d) Dedicated mobile/use of radios
- 10) Radios for communication
- 11) Vet sheets
- 12) Number Bibs
- 13) Rosettes
  - a) Completion rosettes available from The Pony Club Headquarters (from the [Endurance Secretary](#))
  - b) Placings rosettes
- 14) Spare MasterCards
- 15) Emergency number stickers
- 16) Catering
- 17) Toilets
- 18) Photographer

**It is always useful for the Ride Secretary to have plenty of spare documents and equipment, such as; spare results sheets, maps, running order, pens, clipboards, paper, number bibs etc.**